

**CITY OF STARBUCK
PLANNING COMMISSION
REGULAR MEETING ON TUESDAY, NOVEMBER 1, 2022
9:00 A.M.**

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|----------------|-------------------------|-----------------------|----------------|
| Chair: | Michelle Knutson | Deputy City Clerk: | Tiffany Holten |
| Vice-Chair: | Rich Anderson | Council Liaison: | Gary Swenson |
| Commissioners: | Bonnie Rasche | City Clerk/Treasurer: | Joan Kerkvliet |
| | Tom Asmus | | |
| | Brett Bowser | | |

Minutes – Approved 1/03/2023

○ **ORGANIZATIONAL BUSINESS**

- Call to Order – Roll Call – Meeting called to Order by Chair Knutson at 9:01 am.
Absent: Bowser.
- Approve Agenda – Motion to Approve the Agenda with additions. **Motion by Asmus, Second by Anderson. Motion carried 4-0.**
- Approve of Minutes from previous meeting:
 - Regular Meeting – October 11, 2022
 - Motion to Approve the Minutes. **Motion by Anderson, Second by Knutson. Motion carried 4-0.**

○ **ANYONE WITH BUSINESS BEFORE THE BOARD**

○ **OLD BUSINESS**

- Request to Vacate Alley to Allow Paver Patio – 208 N Main St
 - Public Hearing – 6:35 pm on November 14, 2022
 - Without any further updates on this request, letters were sent to all property owners within 350 feet of the proposed alleyway vacation to properly notify them of the public hearing.

○ **NEW BUSINESS**

- Discuss Sale of City Land – Parcel # 27-0619-000
 - The City Council accepted a proposal from, Ted Razink, owner of Minnewaska Marine, to purchase 33.29 acres of city-owned Parcel # 27-0619-000, per the survey done on 7/07/2022 by Eldevik Land Surveying, with an easement for city access, for \$45,000. The Commission also agreed that this sale aligned within the Comprehensive plan as it enhances the ability to provide a needed service within the community. A public hearing will be on December 12th to discuss the subdivision of this parcel.
 - Motion to Approve the Sale of Land that aligns within the Comprehensive Plan. **Motion by Rasche, Knutson. Motion carried 4-0.**
 - Motion to Approve the Final Subdivision Plat of 33.29 acres of Parcel 27-0619-000. **Motion by Anderson, Second by Asmus. Motion carried 4-0.**
- Discuss Interim Use Permit Status – 507 N Main St
 - The Starbuck Bakery officially closed the week of October 24th, 2022. The City Council granted the Interim Use Permit to Brian & Greg Peterson to sell used cars, with conditions, on PID# 27-0326-000 for an initial period of 24 months on 12/14/2020. The Commission have requested a status update from the Petersons on their state licensure as well as their fulfillment of the conditions stated within the IUP. **Tabled discussion.**

- Request to Install Rip-Rap – 749 West Lake Dr
 - Todd Lanoue, contractor that was hired by Jim Naig, submitted a request to install rip-rap on the shoreline of 749 West Lake Dr. This shoreline, Parcel # 27-0636-111, is owned by the Minnewaska West Townhomes Assn, rather than Jim Naig, homeowner of 749 West Lake Drive. Clerk/Treasurer Kerkvliet contacted the Association’s Secretary, Glen Pederson, to get the approval from the townhome association as a whole and is waiting on a response. Todd Lanoue contacted the MnDNR and verified that no permits were needed for the project.
 - Motion to Approve the Request to Install Rip-Rap contingent on the Minnewaska West Townhomes Assn Approval. **Motion by Knutson, Second by Asmus. Motion carried 4-0.**
- **REPORTS & ANNOUNCEMENTS**
 - THC Ordinance Public Hearing set for 6:45 pm on November 14, 2022
 - The City Council will be reviewing a drafted THC Ordinance to regulate the sale of THC products within the city limits at its November 14, 2022, meeting. After discussion, the Commission agreed that the Council should consider restricting the sale of THC products outside of the Highway Business & Business Zoning Districts.
 - Motion to Recommend to the City Council to the Allow the Sale of THC Products within the Highway Business & Business Zoning Districts. **Motion by Anderson, Second by Asmus. Motion carried 4-0.**
 - Approve Building Permits (ST-22-59 through ST-22-62)
 - Motion to Approve the Building Permits. **Motion by Asmus, Second by Rasche. Motion carried 4-0.**
- **NEXT MEETING DATE: Tuesday, December 6, 2022**
- **ADJOURNMENT** – Motion to Adjourn the Meeting at 9:55 AM. **Motion by Rasche, Second by Knutson. Motion carried 4-0.**

Respectfully Submitted,

Tiffany Holten

Deputy City Clerk